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9 June 1965

MEMORANDUM FOR: Chief, Geographic Research, OCR

SUBJECT: Report of the ADP Committee of GRA

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1. The Committee and [REDACTED] met on 2 June 1965. The Chairman relayed [REDACTED] recommendations to the group and announced the Committee's continuance at an Office level after 1 July 1965. Two educational opportunities were noted -- the PERT films to be offered on 9 and 11 June and the probable offering of the course, "ADP In Management" this fall on campus by George Washington University.

2. The representatives from each Division reported on their activities as follows:

a. D/GG

A monthly reporting system is being planned in cooperation with Machine Division, OCR.

b. D/GL

The new acquisitions list and catalog cards were published this month as the culmination of much planning and work in conjunction with MD/OCR. Cataloging output has doubled. The coding of area and authority is being negotiated with AMS.

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[REDACTED] also reviewed the new equipment and techniques that will soon be available on the market.

c. D/GC

The monthly status report, statistical summary, and numerical record were produced by punchcard on 2 June 1965. Planning in progress on the World Data Base and BGN recommendations was mentioned.

3. The next meeting of the Committee will be with the Senior Staff on 16 June 1965. Action on future film shows and training, deferred for lack of time, will also be discussed then.

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[REDACTED]
Chairman, ADP Committee
Geographic Research Area

cc: GRA Division Chiefs

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